View To Do List
On the Student Center page in the To Do List section, items display to direct students to complete administrative requirements.

Note: Parts of images may be obscured for security reasons.

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| 1.   | Enter [https://home.cunyfirst.cuny.edu](https://home.cunyfirst.cuny.edu) in your browser’s address bar:  
- Enter your Username and Password and click the Go icon.  
- From the Enterprise Menu, select the HR/Campus Solutions link. |
| 2.   | Navigate to: Self Service > Student Center. |
| 3.   | ![To Do List](image)  
In the To Do List section, an initiated checklist displays. Click the details link to see more information. |

*Note: There will also be a Missing Meningitis Form service indicator that prevents you from enrolling, so it’s important to deal with this To Do List item prior to your enrollment appointment.*
4. On the To Dos List page displays all the To Do Items in the Item List column, click the link of the item to see more information.

**Note:** You can also filter the Item list based on Due Dates, CUNY Institutions (e.g. Lehman, Baruch College etc.) or Function (e.g. Financial Aid, General etc.)
The To Do Item Detail page displays. Contact information, due dates when applicable, and a description of the item may display.

End of procedure.